



OFFICE OF EMERGENCY MEDICAL SERVICES

Administrative Requirements Manual

Effective: August 2, 2004

Authorization:

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A/R Title: MINIMUM SKILL REQUIREMENTS FOR EMT-PARAMEDIC TRAINING

Supersedes: 1/97

PURPOSE

To define the minimum clinical and field internship skill performance requirements for EMT-Paramedic students trained in OEMS-approved EMT-Paramedic training programs and for EMT-Paramedics trained in other states seeking certification as a Paramedic in Massachusetts.

ELIGIBILITY TO PARTICIPATE IN CLINICAL AND FIELD INTERNSHIPS

Only **EMT-Paramedic students participating in an OEMS-approved program** may participate in clinical and/or field internships provided that they meet the following prerequisites: 1) maintain current Massachusetts or out-of-state, EMT-Basic or EMT-Intermediate certification/license or National Registry EMT-Basic or EMT-Intermediate credentials; 2) maintain current AHA/ARC/NSC Cardiopulmonary Resuscitation credentials (health care provider level); 3) maintain current AHA Advanced Cardiac Life Support credentials; 4) successfully complete training prerequisites; and, 5) receive authorization from the Clinical and/or Field Coordinator to initiate the internship.

Training prerequisites for **clinical internship** include successful completion of didactic training, lab training, and all written and practical examinations for skill(s) to be performed. The training program must have a valid affiliation agreement with the clinical site(s) and ensure the training program, clinical site(s) and students are covered by malpractice insurance.

Training prerequisites for **field internship** include successful completion of didactic training, lab training, all written and practical examinations, and clinical internship. The training program must have a valid affiliation agreement with the field internship site(s) and ensure that the training program, field site(s) and students are covered by malpractice insurance.

EMT-Paramedic candidates trained out of state, who are not certified or licensed as a Paramedic, and who wish to take the Paramedic certification examination in Massachusetts based on out-of-state training, are subject to these minimum skill requirements. Such candidates must also provide documentation of successful completion of equivalent training, clinical internship, and field internship. OEMS does not review out-of-state training program documents to verify affiliation agreements.

PERFORMANCE STANDARDS

EMT-Paramedic students must perform the clinical and field skills listed below on live human patients, unless otherwise noted. All skills documented must be performed successfully. Each Massachusetts-trained EMT-Paramedic student must successfully complete clinical and field skills in the presence of a qualified preceptor. During the field internship, EMT-Paramedic students must be precepted by a certified/licensed EMT-Paramedic with greater than two years of experience. The EMT-Paramedic preceptor must be certified/licensed as a Paramedic in the state where the field internship is performed. The preceptor must observe, evaluate, and document each skill.

During the field internship the student must always serve as a third rider. The student is never part of the assigned two-person EMT crew. Only one Paramedic student is allowed on the ALS ambulance at a time.



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DOCUMENTATION:

Students must maintain records that document the “number of skills” completed and the “time” spent in the clinical and field internship. The appropriate clinical/field preceptors must verify and sign these records.

I. SKILL LOG:

Skill logs document the performance of individual skills in clinical and field internships. Original skill logs must be maintained by the training program and are subject to audit by OEMS. The skill log must include the following information:

- Description of successfully performed skills (i.e., IV NS 18 ga. angio., Left forearm).
- Date the skill was successfully completed. There must be a corresponding “*date*” on the time log.
- Preceptor’s signature and credential (RN, MD, EMT-P). Preceptor’s Massachusetts EMT-Paramedic certification number is required on field internship documentation.
- Patient assessments that are performed during the field internship must be accompanied with documentation of assessment findings.

II. TIME LOG:

The time log must document the total number of hours spent in clinical and field internship. Original skill logs must be maintained by the training program and are subject to audit by OEMS. Time logs must include the following information:

- Name of the clinical department and hospital or the name of the ambulance service for each rotation.
- Date with start and completion times of the clinical or field internship rotation.
- Preceptor’s signature and credential (RN, MD, EMT-P), and comments. Preceptor’s Massachusetts EMT-Paramedic certification number is required on field internship documentation.

FIELD INTERNSHIP RUN REPORTS:

Massachusetts EMT-Paramedic candidates must complete a report for each patient assessment that will be used as part of the field internship point system. This report assists the training institution in assessing student performance and contributes to quality improvement. The report provides information concerning the student’s ability to perform and document patient assessment information, past and present medical histories, and documentation of BLS and ALS treatment(s) provided. These reports must be maintained by the training institution, in compliance with patient privacy and/or HIPPA requirements, and must be available for audit by OEMS.



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MINIMUM SKILL REQUIREMENTS FOR THE CLINICAL PRACTICUM:

<u>Clinical Skills</u>	<u>OEMS Requirement</u>
Patient Assessment - Adult (17 y.o. or greater)	10
Patient Assessment - Pediatric (16 y.o. or less)	3
Psychiatric Interview	3
Obstetrical Delivery	3
Endotracheal Intubation (human)	10
Cardiac EKG Recognition/Interpretation	10
Electrical Therapy (skill combinations)*	10
IV Cannulation	20
IV Bolus Medication Administration	5
IV Infusion Medication Administration	5
Miscellaneous Medication Administration**	5

A program clinical coordinator and/or Medical Director must verify a student's competency in the use of the skills listed below in a clinical or lab setting. Competency includes the understanding of indications and contraindications competency in performing the skills. A written and signed statement must be included with the student's clinical course completion documentation.

LMA/Combitube/EGTA
Intraosseous Infusion
Needle Chest Decompression
Needle Cricothyroidotomy
NG/OG

- * **Electrical Therapy:** This skill category requires successful performance of a minimum of ten (10) electrical skills consisting of any combination of the following skills: Defibrillation, Synchronized Cardioversion or Transcutaneous Cardiac Pacing (TCP).

NOTE: During clinical rotation, each student should perform electrical therapy skills on human patients whenever possible. However, due to limited opportunity for these skills, they may be performed on manikins in a skill lab. Whether in a clinical or lab setting, each skill must be observed and documented by an authorized preceptor.

- ** **Miscellaneous Medication Administration:** This skill category requires successful performance of five (5) medication administration skills utilizing any of the following methods of administration: endotracheal tube, inhalation, injection-intramuscular (IM) or subcutaneous (SC), nebulized, oral (including sublingual tablets/spray), rectal or transderm/topical.



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MINIMUM SKILL REQUIREMENTS FOR THE FIELD INTERNSHIP:

EMT-Paramedic students must complete a field internship consisting of a minimum of eighty (80) hours and must include the utilization of Advanced Life Support (ALS) skills. Since the opportunity to perform specific skills during field internship is unpredictable, a point system combined with the 80-hour requirement will constitute a successful field internship. Each skill has a point value and a maximum creditable or allowable number as defined below.

Each EMT-Paramedic student must acquire one hundred (100) points according to the point system listed below. In doing so, the EMT-Paramedic student may perform more than the maximum number of skills for each skill category during the field internship for training purposes. However, the maximum number listed by category must be followed when documenting point values within the point system.

For example, each patient assessment has a point value of one (1) points (up to a maximum of 15 assessments). Therefore, if an EMT-Paramedic student completes 50 patient assessments, they will only be allowed to use 20 of them within the point system for a total of 20 points. The same principle applies to each of the other skill categories. Individuals may perform more than one (1) endotracheal intubation or defibrillation during the field internship. However, the maximum number allowed for each of these categories within the "*point system*" is limited to one (1).

FIELD SKILLS	POINTS PER SKILL	# SKILLS ALLOWED	SKILLS DOCUMENTED	POINTS AWARDED
Patient Assessment (Adult and/or Pediatric)*	1	20		
IV Cannulation	2	8		
Endotracheal Intubation (human)	20	1		
Electrical Therapy**	20	1		
Cardiac EKG Recognition/Interpretation	2	7		
IV Bolus Medication Administration	5	4		
IV Infusion Medication Administration	5	2		
Miscellaneous Medication Administration	5	3		

* The Patient Assessment skill requirement may include adult and/or pediatric patients. In order to receive credit for each patient assessment, a trip record or other equivalent written report must be completed to document the assessment findings.

** This skill category requires performance of Defibrillation, Synchronized Cardioversion or Transcutaneous Cardiac Pacing (TCP).